

**Jasper County Library
Board Meeting Minutes
10/17/203**

Present:

Julie Mikols, Chair
Stu Shatz, Vice Chair
Sandi Vito, Secretary
Julie Aloisio
Daniel Gemmell
Glenice Watts

Carolyn Fortson, Regional Library Director
Maria Cleland, Pratt Branch Manager
Darlene Thomas-Burroughs, Branch Manager

Visitors

Carolyn Crosby, Hardeeville Friends of the Library
Roxanne Enman, Pratt Friends of the Library
Deloris Dunham

Julie Mikols, Chair, called the meeting to order at 6:05 p.m.

Minutes from August 22, 2023 approved unanimously.

Pratt Managers Report (July, August, Sept):

- Blocks added to the Children’s library to encourage play and reading.
- Recent events:
 - Spooky Storytime
 - Fire Safety Program by Ridgeland Fire Department
 - Pumpkin decorating
 - Halloween Party
 - Veterans giveaways
 - Crafts and story time
 - Great Seal puppets.

For upcoming events, visit: <https://www.ahjlibrary.org/prattmemoriallibrary>

Utilization (July, August, Sept):

Patrons	1874
New cards (non-renewals)	57
Computer usage	286
Reference questions	842

Meeting room usage	7 groups; 142 attendees
Library programs	4; 56 attendees

Hardeeville Branch Manager Report:

- Facilities Update
 - Ceiling tiles repaired in Children’s Library
 - City and library are exploring replacing the Break Room door
 - Men’s room faucet replaced. However, ongoing problem persists with battery kit. City to determine appropriate repair.
 - St. Anthony’s Parish patrons park in the library lot during business hours, leaving no parking available for library patrons. Julie Mikols will request city to install signs that say Parking for Library Patrons Only during business hours.
- Events
 - Storytime for Thanksgiving
 - Storytime for Hanukkah, Christmas, and Kwanzaa
 - ‘Tis the Season Community Room movies, gift wrapping, and more
 - Grey Seal Puppet Show

For upcoming events, visit: <https://www.ahjlibrary.org/hardeevillecommunitylibrary>

• Utilization (July, August, Sept)

Patrons	2341
New Cards (non-renewals)	146
Computer usage	1076
Reference requests	1883

- Concern: Volunteers in Tax Preparation (VITA) will offer services at the Library from February 6- April 9, 2024. The County has requested the library as an early voting location again for 2024. Five days of early voting and VITA services overlap. The Board voiced consensus that the branch manager accepts the County’s request to hold both primaries in the community room and that she request VITA locate in a different section of the library for the four or five days that overlap with Primary election voting.

Regional Director Report

- Jasper County has processed quarterly allocation for the library.
- New SCLends system has gaps in the catalog, which are being corrected.
- Cataloguer has been requested to support Branch staff in processing new, missing, and removed items from the catalog. Board requested update at next meeting.
- Training for staff on new SCLends system is ongoing.
- New slips to track condition of DVDs have been added in both Jasper County Libraries.

By Law Amendments:

By-Laws Amendments. The following amendments to the bylaws were motioned by Glenice Watts and Seconded by Stu Shatz. Amendments passed unanimously.

- a) To amend Article II: Meetings, Section 1 by striking the word "2nd" between the and Tuesday and inserting "3rd".
- b) To amend Article II: Meetings, Section 6 by striking the word "consistent" between not and with and inserting "inconsistent".
- c) To remove Article II: Meetings, Section 7 in its entirety as it is repetitive of Section 3.
- d) To amend Article II: Meetings, Section 8 by striking the entire sentence and replacing it with "An agenda for each Board meeting should be prepared by the Chair of the Board in cooperation with the Regional Library Director."
- e) To relabel Article II: Meetings, Section 8 as Article II: Section 7.
- f) To amend Article III: Officers, Section 1 by inserting two sentences between the current first and second sentences to read: "Members are appointed by the Jasper County Council for a term of four years. Vacancies shall be filled for the unexpired term."
- g) To amend Article III: Officers, Section 3, subsection c) by striking "placed" between be and by and inserting "replaced".
- h) To amend Article III: Officers, Section 4, subsection a), 4th item by striking "Assist Library Director in establishing" at the beginning of the sentence and inserting "Establish".
- i) Reflect the date that amendments have been approved at the bottom of the document. Fully amended bylaws as approved attached.

Discussion:

Additional amendments were suggested, including geographic diversity of board members, changing mentions of paper documents to electronic formats. A subcommittee was formed to fully review the bylaws and present additional proposed changes at future meeting in compliance with sunshine laws. Subcommittee: Glenice Watts, Julie Mikols, Julie Aloisio.

Pratt Friends Presentation by Roxanne Enman and Glenice Watts

- Waiting for official word of renovation start date.
- Requesting donations to equip and furnish temporary Pratt space (during renovations).
- Gopher Hill raffle and Bake Sale raised a combined \$1,014

Hardeeville Friends Presentation by Carolyn Crosby and Julie Aloisio

Before the Friends group can officially be launched, a non-profit must be created. A subcommittee of interested Friends participants is drafting MOU, bylaws, and standard operating procedures. The group is working with State Library resources to ensure compliance with state requirements.

Old Business

- Community events held at Festival on Main and Margaritaville Volunteer Day, which was well-received. Lessons learned: Book Mobile co-location with tabling results in more

interest from community; a sign or tablecloth identifying the library volunteers is needed; craft table or story time set-up needed to generate additional interest.

- Pratt Renovations construction consultant informed Chair that additional structural issues will delay start time for renovations. Timeline is unclear, but will begin no earlier than the end of first quarter 2024.
- Book Mobile will be offered at Margaritaville and Sun City in 2024.
- Stove – no decisions have been made regarding the relocation or connection of stove. Chair will contact city to explore options.

Next Meeting: 1/16/2024 at 5 p.m. (Unanimous consent to start an hour earlier.)

Minutes submitted by Sandi Vito, Secretary